

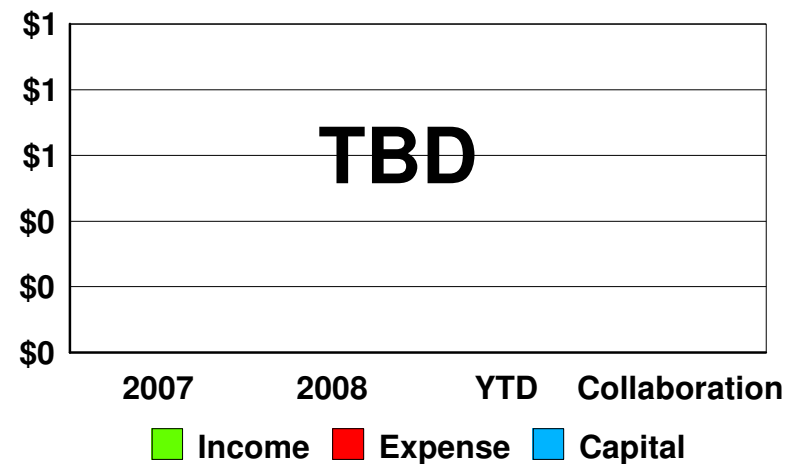
Mission/Objectives: *Review and recommend possible enhancements and guidelines pertaining to town finances and town financial controls. Responsibilities include:*

- *Review and recommend guidelines and possible enhancements to town budget, contracts, fee schedules, policies and revenue opportunities;*
- *Research and possibly propose new grant opportunities;*
- *Conduct and report the physical inventory of the assets and properties of the town;*
- *Assess and recommend possible changes to the Town Code of Ethics;.*
- *Research and recommend affordable options and alternatives that will help to attract and to retain volunteer firefighters;*
- *Research and possibly recommend changes to total compensation for town positions relative to comparable municipalities*

## PENDING MILESTONES

Deliverable	Target	Status
<i>Updated Procurement Policy</i>		
<i>General Funds Budget Guidelines</i>		
<i>Part Town Budget Guidelines</i>		
<i>Special District Budget Guidelines</i>		
<i>Grant Opportunity Identification</i>		
<i>Asset &amp; Property Inventory</i>		
<i>Code of Ethics Review</i>		
<i>Firefighter Retention Recommendations</i>		
<i>Total Compensation Review</i>		
<i>Job Descriptions</i>		
<i>HR Policies</i>		
<i>Regional Comparisons</i>		

## BUDGET



## OPEN ISSUES

[illegible]

## ACCOMPLISHMENTS

[illegible]

# Finance and Controls Committee:

## ► Replaced Budget and Finance committee by resolution on 01/04/2008

## ► The Committee shall consist of a minimum of 5 members to a maximum of 9 members and a Town Board Liaison

- 5 to 9 citizens appointed by the Town Board;
- 1 Member from the Town Board (*Bruce Washburn*), appointed by the supervisor
- All members shall be residents of the Town of Rhinebeck and be at least 18 years of age.
- Terms of office of the nine citizens shall be for up to 1 year, all expiring on December 31st.
  - *Norm Brier and Deb Mimoso appointed 01/04/2008, Bob Babirad appointed 01/28/2008, Mike Madigan appointed 02/25/2008,*
  - *Alex Sabo, Brant Neuneker, and Peter Hammond appointment 03/10/2008 (2 openings remain as of 03/10/2008)*

## ► Committee officers shall consist of two Co-Chairs

- One Co-Chair (*Norm Brier*) will be appointed by the Town Supervisor;
- The other Co-Chair will be elected from among the committee members;
- Terms of Committee officers shall be for 1 year commencing January 1st.

## ► Duties and Responsibilities:

- Review and recommend guidelines and possible enhancements to town budget, contracts, fee schedules, policies and revenue opportunities;
- Research and possibly propose new grant opportunities;
- Conduct and report the physical inventory of the assets and properties of the town;
- Assess and recommend possible changes to the Town Code of Ethics;.
- Research and recommend affordable options and alternatives that will help to attract and to retain volunteer firefighters;
- Research and possibly recommend changes to total compensation for town positions relative to comparable municipalities.

## ► Initial Meeting - April 2008 - now that there are 5 or more members

- Introductions and select ad hoc secretary
- Review and emend duties and responsibilities
- Each member selects a responsibility to lead alone or as co-lead
  - *Leads/co-leads are to outline course of action, approach, assistance needed, deliverables, schedules, etc., and share with the committee at the April meeting*
- Elect committee Co-Chair

## ► May Meeting

- Approve minutes to be posted to web site
- Select ad hoc secretary
- Share approaches and deliverables for lead responsibilities
- Prioritize work efforts and resources
- Post plans to web site

